

THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
<http://www.courts.state.nh.us>

NAME CHANGE—INFORMATION SHEET

1. The person whose name is to be changed must reside in a city or town covered by the Family Division location where the Petition for Name Change is filed.
2. The filing fee is \$45.00.
3. You must include complete mailing addresses, with zip codes, on the Petition for Change of Name.
4. For Name Change of an Adult: you must file proof of identity with your petition (copy of driver's license, birth certificate, etc.) When you come in for your hearing on the name change, please bring a picture ID (license or comparable item with your date of birth on it).
5. For Name Change of a Minor: please include a certified copy of the child's birth certificate with your petition. You must also list on the petition the last known address of the non-petitioning parent and/or guardian(s), unless they have signed a consent form which you have attached to your petition. Finally, if the minor is taking a step-father's name, the step-father should sign a consent form which you should attach to your petition.
6. You will be sent a notice of hearing from the court as to the date and time you will appear before the judge or master for your name change.
7. Once the judge approves the name change petition, the court will issue one original Certificate of Name Change. Additional name change certificates may be purchased for \$5.00 each.
8. If a petition for name change is granted, the person whose name has changed should be aware of the following:
 - a. It is your responsibility to contact the clerk of the city or town of your birth in order to AMEND your birth certificate. A new birth certificate is NOT automatically issued; you will need to request one and pay any fees required.
 - b. You must continuously use your new name. You must abandon all further use of your former name so that there will be no confusion as to your name or identity among the public or within the community of which you are a part.
 - c. You will remain obligated and duty-bound to complete and perform all contractual obligations assumed under your old name whether those obligations are financial or personal in nature.
 - d. If you hold a New Hampshire driver's license, you must notify the New Hampshire Division of Motor Vehicles of your name change within ten (10) days of the date of the decree changing your name, as required by RSA 263:9.
 - e. You are under an obligation to change or alter any other records identifying you by your old name. It is your responsibility to notify any and all parties or organizations that have custody of or possess such records of your name change so that any rights or benefits pertaining to such records will not be impaired or lost. Example of records for which notification should be provided are:

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- Social Security
- Passport
- Motor Voter registration
- Medical records
- Internal Revenue Service and other taxing authorities
- Insurance Policies and Retirement Plans
- Financial records such as bank accounts, credit cards, stocks, bonds and other securities
- Employer personnel records (present and former)
- State government records such as operating licenses, motor vehicle registrations and any on-going court cases